

## PART 2: SPECIAL MILK PROGRAM ONLY

### GENERAL PROGRAM INFORMATION

Local Agency Name: \_\_\_\_\_ Number \_\_\_\_\_

#### A. SPECIAL MILK PROGRAM

- ☐ Special Milk Program only (No Reimbursable Meals)
- ☐ Special Milk Program for Split Session Kindergarten/Preschool

#### B. PRICING STRUCTURE

- ☐ Non-Pricing (No charge for milk)
- ☐ Pricing
  - ☐ Option 1 (All children charged the same price for milk regardless of eligibility)
  - ☐ Option 2 (Price charged for milk is based on eligibility, Gather applications for free milk)

Student price for milk: \_\_\_\_\_ Adult price for milk: \_\_\_\_\_

#### C. DETERMINING/HEARING OFFICIALS

In compliance with Part IV (B)(3) and (4) Pricing Option 2 SMP:

Name and title of the person designated as the determining official for free/reduced eligibility is \_\_\_\_\_.

Name and title of the person designated as the hearing official is \_\_\_\_\_.

#### D. MILK BILLING AND PAYMENT COLLECTION Pricing Option 2 Programs Only:

Describe in detail (on a separate page if needed) the procedure which will be used to distribute notices of payment, collect payments for milk from students, distribute tokens, tickets, etc., and provisions for protecting the anonymity of students who receive free milk.

## PART 3: SPECIAL MILK PROGRAM ONLY

### SITE INFORMATION

Local Agency Name: \_\_\_\_\_ Number \_\_\_\_\_

A. **SITE NAME** (as listed in Educational Directory, license, or other official documents).

\_\_\_\_\_

Physical Address \_\_\_\_\_

\_\_\_\_\_

If physical address is other than a street address, please provide directions:

\_\_\_\_\_

\_\_\_\_\_

B. **NAME AND TITLE OF SITE SUPERVISOR** who oversees the Special Milk Program:

\_\_\_\_\_ Check if new ☐

Phone number \_\_\_\_\_ Fax number \_\_\_\_\_

E-mail \_\_\_\_\_

C. **OPERATING DATA:**

1. Hours of operation: From \_\_\_\_\_ To \_\_\_\_\_

2. Service times

	Service Time		Anticipated
	From	To	ADP
Breakfast			
Morning break			
Lunch			
Afternoon break			
Supper			
Evening break			

3. Describe how milk is served and how counts of milk to be served is determined.